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M I N U T E S

NPIC PHOTOGRAPHIC INTERPRETATION PRODUCTION BOARD

Subcommittee on Film Storage and Handling

12 May 1965 -- 1500 Hours

PRESENT:

I. MINUTES

The minutes of 5 May 1965 were approved with one correction. Paragraph III-A2 should read: "... all original large scale plots on [] material . . ."

II. PROPOSAL TO DESIGNATE "PRIORITY COPY"

[] paper entitled, "Retention of a 'Priority Copy' of Film in NPIC Film Library," was presented to the Subcommittee in its final form. The Subcommittee unanimously agreed to submit it to the PI Production Board for their consideration.

III. DESTRUCTION OF ORIGINAL PLOTS

A. TID recommends the retention of all original large scale plots on Talent material, and the destruction of ozalid overlays and original tracker plots if the 70mm plot proposal proves feasible. Also, they pose no objections to destroying original KH-4 and KH-7 plots, and KH-4 mosaic plots. TID's alternative to the destruction of Talent original large scale plots is the preparation of MCPs, which they feel is too large a price to pay for the small amount of storage space gained through their destruction.

B. No final action was taken on the proposal. However, it was suggested that should the proposal be adopted, TID's minority view would be presented.

IV. FILM CAN COLOR CODE

A. [] TID, reported that OSA controls the color codes; and the labelling process would have to be handled by [] and/or the other

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processor. These processors serve some 36 customers, and some of these customers receive four (4) or more copies. This special labelling process may cause a delay in the dissemination of the film. It was suggested that this process could be worked out, in-house, if present labelling is truly inadequate.

B. [] explained the present color code used in labelling cans and reels. He also outlined a new system used by the Film Library wherein the work print copy would be stamped, "Work Print" in 3/8 inch letters. The work print can lid also has a label where cut frames can be listed. When this copy is exhausted, another blue labelled copy ~~can~~ will be made available as a work print, and the previous copy can be destroyed.

C. [] said that this procedure should be adequate and suggested that it would be given a trial. Also he suggested that a SOP be drafted outlining the identification and use of work prints for consideration at the next meeting.

V. FILM RETRIEVAL THROUGH COMPUTER PROGRAMMING

[] distributed material on the subject for intra-office study and critique. Representatives were asked to be prepared to discuss the plan at the next meeting.

VI. AGENDA FOR NEXT MEETING

A. Film Retrieval

B. *Work Print SOP*

C.

D.

E.

VII. The next meeting will be Wednesday, 19 May 1965, in the Beige Room at 1500 hours.

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NPIC PROJECT NO.CONFIDENTIAL
CLASSIFICATIONP&DS
(RESPONSIBLE COMPONENT)

RECEIPT OCB/OS

SUPPORT/SERVICE REQUIREMENT

DISSEMINATED OCB/OS

(The following info is required when rqmts are levied by external organizations)

OFFICE _____ DATE OF RQMT _____ CONTROL NO. _____

NPIC DIV/DETACH PROCESSING RQMT _____ PROJ OFF _____ PHONE _____

SUPPORT REQUESTED OF _____ PRIORITY _____ DATE REQUIRED _____

(The following info is required when rqmts are levied for internal support)

DIV/STAFF _____ P&DS _____ DATE OF RQMT 24 August 1965 CONTROL NO. _____

SUPPORT REQUESTED OF _____ P&DS _____ PROJ OFF _____

PRIORITY _____ DATE REQUIRED 30 June 1966

1. BACKGROUND INFORMATION:

- The work requested is in support of a departmental: ☐ Photo interpretation proj.;
- ☒ Non-photo interpretation project. It will result in: ☐ Hard copy report;
- ☐ Informal report (memo); ☒ Basic service only.

Project Description:

NPIC/PI Production Board - Subcommittee on Film Storage and Handling

2. SPECIFIC SUPPORT/SERVICE REQUESTED: Support from NPIC will probably consist of:
- ☐ Photographic; ☐ Reproduction; ☐ Mensuration; ☐ Graphics; ☐ ADP; ☐ Editing;
- ☒ Other (explain below) -- (Include statement as to estimated amount of work required of support component(s); i.e., number of contact prints, enlargements, boards, etc.)

To coordinate and review policies and programs concerning film storage and handling as it affects information handling systems.

3. URGENCY JUSTIFICATION: (If immediate support is required a statement of justification must be made on this form.)

DATE OF COMPLETION

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NPIC FM 218 (4-64)